

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
June 19, 2023**

The Spring Grove Borough Council met for a regular session on June 19, 2023. President Rebecca Stauffer called the meeting to order at 7:00 PM.

**BOROUGH COUNCIL PRESENT:**

Rebecca Stauffer  
Phillip Klocek  
Kevin March  
Darrell Ledford  
Peter Lombardi (via phone)  
Robert Whyland

**ALSO PRESENT:**

Beverly Hilt, Mayor  
Scott Miller, Director of Community Development  
Nicolle Ruth, Executive Assistant  
Peter Ruth, Solicitor  
Collin Fox, ARRO Engineer

**ABSENT**

Kristina Morton

**Visitors**

Brent Auchey, Friendship Hose Fire Co.  
Garrett Strouse, Friendship Hose Fire Co.  
Tiffany Sauer  
Sarah Laughlin  
Officer Good

**Invocation and Pledge to the Flag**

**Public Comment**

Tiffany Sauer – spoke on crosswalks and sidewalk ramps.  
Sarah Laughlin – spoke on parking.

**Meeting Minutes**

Minutes from May 15, 2023, meeting was presented. Robert Whyland made a motion to approve the minutes. Phillip Klocek seconded the motion. The motion passed unanimously.

Minutes from May 30, 2023, special meeting was presented. Darrell Ledford made a motion to approve the minutes. Kevin March seconded the motion. The motion passed unanimously.

**Treasurer's Report**

1. President Rebecca Stauffer suggested Council table the review of May's expenses to next month's meeting. Robert Whyland made a motion to approve tabling the review of May's

expenses. Peter Lombardi seconded the motion to table the review of May's expenses.  
The motion passed unanimously.

2. SEK will be completing the reconciliation.

## **Administrative Reports**

### **President**

President Rebecca Stauffer announced that they have received several applicants for the Borough Manager position. There was a discussion about applicants completing a personality test before their interview.

### **Mayor**

Mayor Beverly Hilt attended the PSAB Conference this past month.

### **Friendship Hose Fire Company**

President Brent Auchey reported that the fire company started setting up a fundraiser through Municipal Marketing. This will occur in October during Fire Prevention Month.

Chief Garrett Strouse reported that Friendship Hose Fire Company responded to 23 calls in the month of May.

### **Police**

No comment

### **Engineering Report**

North Loop Interceptor

- Phase 1 has been completed.
- Phase 2 is in early discussion.

Community Park - Phase 3

- Project will be completed by the end of June.

Sewer/Stormwater

- There is a possible blockage between 404 Spring Forge and the bridge at the pine trees. This is the second phase of the Hamlet Dive Stormwater Project. Borough staff will get a quote from a third party to look for possible blockage.
- Discussed reminding residents how to dispose of pool water. Collin Fox will reach out to Mark Czapp with Spring Grove School District about being informed when the High School empties the pool water into our sewer system.

GIS

- ARRO is working to transition the staff's dashboards to the current ESRI model of an "experience".

MS4

- ARRO has begun drafting the 2022-2023 MS4 Annual Report.

## **Solicitor**

### Rutters Correspondence & Update

- Peter Ruth has been working with Rutter's lawyer and discussing when we will reschedule the planning commission meeting.

### Sewer Ordinance Compliance and Alignment with State Regulations

- 10 Day Sewer Water Shut Off notices will be sent 30 days after the bill due date.

### Advertising requirements and processes

- The Borough solicitor will continue advertising special meetings.
- Borough staff will advertise regular council meetings.

## **Zoning, Code, & Parking Enforcement Reports**

The Planning Commission meeting scheduled in July has been canceled and will be delayed until further notice.

## **Recreation**

No Comment

## **Committee Reports**

The Halloween Parade Committee met this past month.

The Highway Committee met last month and is waiting for the engineering report from ARRO.

## **New Business**

1. Council considered approval of Resolution 2023-11: Resolution to Extend the Term of the Amended and Restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan. Phillip Klocek made the motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
1. Council considered approval awarding designated monies to selected Façade Program applicants. Phillip Klocek made the motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
2. Council considered the purchase of street pole brackets with wind-resistant springs for the Banner program not to exceed 5,000.00. Robert Whyland made the motion to approve. Kevin March seconded the motion. The motion passed unanimously.
3. Council considered approving a road closure at the VFW on PVT Allen J Beck, Jr. Drive from Jackson Street to the VFW building on June 24, 2023, from 2 PM to 8 PM. Kevin March made a motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
4. Council discussed the naming and care of College Avenue Park.
5. Council considered approval of Friendship Hose Co. fire police helping at the Jefferson Carnival. Robert Whyland made the motion to approve. Kevin March seconded the motion. The motion passed unanimously.

6. Council considered adding the item of delaying Safety Committee meetings until January 2024 to the agenda. Phillip Klocek made the motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
7. Council considered approval of delaying Safety Committee meetings until January 2024. Robert Whyland made the motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
8. Council considered adding the item approval of the North Loop Interceptor Certificate of Substantial Completion. Robert Whyland made the motion to approve. Phillip Klocek seconded the motion.
9. Council considered approval of the North Loop Interceptor Certificate of Substantial Completion by ARRO. Phillip Klocek made the motion to approve. Kevin March seconded the motion. The motion passed unanimously.

### **Old Business**

1. Council to discuss comprehensive plan bids. President Rebecca Stauffer suggested tabling the discussion until the next meeting. Robert Whyland made a motion to approve tabling the discussion until July's meeting. Peter Lombardi seconded the motion to table the discussion for next month. The motion passed unanimously.
2. Council to discuss York New Salem sewer billing. Council will raise the fee to \$4.00 per envelope for the last two billing cycles of this year and will reevaluate in October for next year's fee. Nicolle Ruth will inform YNS of the increase.
3. Council to discuss contracting assistance for the 2024 budget draft and recommendations. Rebecca Stauffer will reach out to Andy Shaffer.
4. Council to discuss meeting two Mondays out of the month. After the summer the council will go back to having two council meetings a month.

### **Correspondence and Other Business**

1. Coverage at WWTP during employee absences.
  - a. Jackson Township will be covering WWTP.
2. Schedule of Council Compensation.
  - a. The council will be compensated for the first 6 months of this year plus two special meetings.
3. The Grand Reopening of the Spring Grove Borough Community Park is scheduled for July 21<sup>st</sup>, 2023.
4. Dog Enforcement Options. Officer Good stated they will start sending the Borough's codes and enforcement officer information on Dog's at Large calls.

President Rebecca Stauffer stated that there will be an executive session after the regular meeting is adjourned regarding personnel.

Went into executive session at 9:50 PM to discuss personnel.

Executive session concluded at 10:05 PM.

**Adjournment**

Kevin March made the motion to adjourn the meeting. The motion was seconded by Phillip Klocek.

President Rebecca Stauffer adjourned the meeting at 10:05 pm.

The next meeting is scheduled for July 17th, 2023, at 7:00 pm at the Borough building.

Respectfully Submitted,  
Nicolle Ruth, Executive Assistant